

Kennesaw Police Department

2012 Annual Report



William E. Westenberger
Chief of Police

Mission Statement

"It is the mission of the Kennesaw Police Department to assure that our community is safe from crime and disorder by focusing on the prevention of crime along with reducing the fear of crime."

Values

Respect

We believe in treating all people with dignity and respect, which includes showing compassion and concern for the victims of crime along with treating offenders with fairness. It is through our respect for people that we gain respect for our department and the law.

Service

We strive to provide the highest level of service to our community. We value the diversity of our community and work in partnership with all segments of our community to achieve our mission of reducing both crime and the fear of crime.

Integrity

We are members of an honorable profession and should always conduct ourselves in a manner that earns respect from all people. Our actions will be governed by the principles set forth by the Police Officers Code of Conduct, United States Constitution, and the Law.

Excellence

It is our goal to achieve excellence in every aspect of what we do. We demand the highest standards for ourselves and are never satisfied with the "status quo". We embrace change and continuously seek out new ideas, both from within the department and from the community, to improve our performance.



Kennesaw Police Department

"Duty, Honor, Community"

William Westenberger
Chief of Police

Barbara Tolbert
Deputy Chief of Police

To the Citizens of Kennesaw,

Another year has passed and it is with great pleasure that we present to you the Kennesaw Police Department 2012 annual report. This report summarizes our activities and commitment to provide our citizens, and all those that travel within our boundaries, a safe and peaceful place in which to live, work, and play. We, at the Kennesaw Police Department, believe that this report is an integral part in maintaining our partnership with the community at large.

In August of 2012 this agency earned our first re-accreditation from CALEA (Commission for Accreditation for Law Enforcement Agencies) after achieving our initial accreditation in 2009. As we progress through 2013, our commitment and focus is to maintain this accreditation as well as our certification from the State of Georgia. Our goal is to continue our commitment to provide the best service for our community.

We continue to participate in many community oriented projects; the Law Enforcement Torch Run is one example. The purpose of the Torch Run is to raise funds to support the programs of Special Olympics Georgia, which gives children and adults with intellectual disabilities continuing opportunities to develop physical fitness, demonstrate courage, experience joy, and participate in the sharing of gifts, skills and friendships with their families. We also participated in National Night Out, Touch a Truck, and Cops On Doughnut Shops (for Special Olympics), to name a few.

Once again, we are very proud to have been a part of the Jerry Worthan Memorial Christmas Fund in 2012. Through our cooperation with the citizens and businesses in Kennesaw, a total of 92 families and 265 children were helped.

We are very proud of our department and the men and women who serve this community. Please do not hesitate to contact us if you would like additional information.

Sincerely,

William E. Westenberger
Chief of Police



Community Profile

The City of Kennesaw was originally named “Big Shanty”, after the ‘hut-like’ dwellings built there. It was incorporated on September 21, 1887 and is located just twenty-five miles north of Atlanta. The City covers nine square miles and has a population of over thirty thousand residents. Kennesaw is located in Cobb County, one of the fastest growing counties in the nation. Kennesaw’s population increased from 1.4% from 29,783 in 2011 to an estimated 30,996 in 2012. The State of Georgia’s was only 1.3%. In 2011 the median age for Kennesaw was 32.6 years. 68.9% of housing was owner-occupied housing units versus rentals which was 31.1%. As of 2010 census data, 28% of city residents had undergraduate college degrees and less than 1% had less than a 9th grade education. Furthermore, Kennesaw is developing as its own commercial center to further expand the metro boundary.

2012 was a landmark year for Kennesaw, a community with a rich and colorful heritage. April marked the commemoration of the 150th anniversary of what has become known as the Great Locomotive Chase, in which the locomotive *General* was stolen from Confederate forces by a band of Union soldiers in what was then Big Shanty. The raiders headed up the tracks towards Chattanooga, destroying the railway in an attempt to troop and supply block reinforcement from Atlanta. The *General* is on permanent display at Kennesaw’s Southern Museum of Civil War and Locomotive History. In June, the city’s Environmental Committee culminated a year of training and activity to become officially designated as an affiliate of *Keep America Beautiful*. In September, Kennesaw celebrated the 125th anniversary of its charter with a program attended by former and present county and city civic leaders. The year closed out with the city’s certification as a Silver Level *Green Community* by the Atlanta Regional Commission. The Green Communities Program is a voluntary certification program which encourages local communities to adopt more sustainable policies and practices.

Downtown Kennesaw houses many educational and historic attractions such as The Depot and The Southern Museum of Civil War and Locomotive History as well as public areas, restaurants, and eclectic shops. The City of Kennesaw Parks & Recreation Department maintains approximately 130 acres of landscaped parks, green spaces, public buildings and athletic facilities. These include two community parks, three neighborhood parks, 11 small urban parks, three special use areas, three indoor facilities and a community wide trail. Facilities and amenities include tennis courts, baseball and softball fields, playgrounds, trails, an off-leash dog park, play fields for passive activities, and the ground breaking for the Swift Cantrell Skate Park has begun.

Kennesaw is governed by a Mayor and five elected council members, who meet on the first and third Mondays of every month. The Mayor appoints council members to chair over the major departments in the city. The Mayor and council also appoint a City Manager who is responsible for enforcing City laws, implementing City policies, appointing and directing employees, and directing the day-to-day operations of the local government.

Kennesaw Police Department Profile

The Kennesaw Police Department's origin dates back to the late 1950's – early 1960's. It is the goal of the Kennesaw Police Department to serve and protect the community with the utmost professionalism.

Being a member of the Kennesaw Police Department not only offers an exciting chance to work in a vibrant and rapidly growing community, but we also offer one of the best benefits packages in the metro area and we are an Equal Opportunity Employer.

The Chief of Police is the Chief Executive Officer of the Department and is directly accountable to the City Manager who in turn is responsible to the Mayor and Council Members.

The Kennesaw Police Department is comprised of four organizational components which are grouped by function and are under the span of control of the Chief of Police. The components, their subdivision, and functions are as follows:

- **Chief of Police** – Responsible for the overall administration of the Department.
- **Deputy Chief of Police** – Responsible for assisting the Chief of Police in the planning and administration of the operation of the Police Department. Responsible for the overall administration of the Department in the absence of the Chief of Police and responsible for the Operations and the Support Services functions.
- **Operations Commander** – The Captain of Operations is directly responsible for those activities associated with field functions and operations as assigned by the Deputy Chief of Police. He/she shall be responsible for overseeing the following functions:
 - Uniform Patrol
 - Traffic Specialists
 - C.I.D. (Criminal Investigations Division)
 - C.O.P.S. Unit (Community Oriented Policing)
 - Internal Affairs
- **Support Services Commander** – The Captain of Support Services shall handle departmental activities that are not directly involved in the delivery of field level police services and other support functions as assigned by the Deputy Chief of Police. These activities include:
 - Training
 - Accreditation and Certification
 - Corrections
 - Property/Evidence Technician
 - Court Officer
 - Records Clerks
 - Code Enforcement

Kennesaw Police Personnel by Assignment

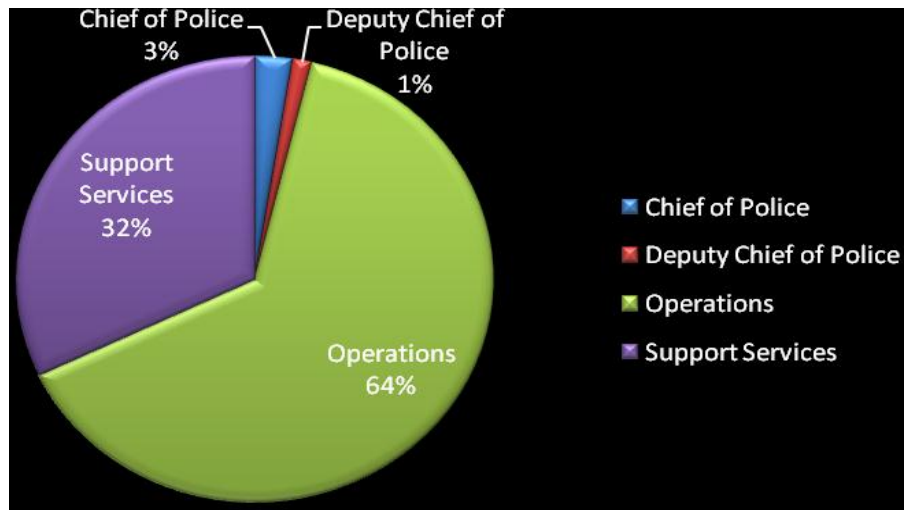
(Authorized Strength)

<u>Position</u>	<u>Sworn</u>	<u>Corrections</u>	<u>Civilian</u>	<u>Part-Time Civilian</u>	<u>Total</u>
Chief of Police	1				1
Executive Secretary			1		1
Deputy Chief of Police	1				1
Operations Commander - Captain	1				1
Uniform Patrol – Lieutenant	2				2
Uniform Patrol - Sergeant	4				4
Uniform Patrol – Officer	20				20
Traffic Specialists - Officer	4				4
Traffic Specialists - K-9 Unit	1				1
Criminal Investigations Division - Lieutenant	1				1
Criminal Investigations Division - Detective	4				4
Criminal Investigations Division - I.C.E.	1				1
Criminal Investigations Division - M.C.S.	1				1
COPS Unit	1				1
Internal Affairs	1				1
Support Services Commander - Captain	1				1
Training Sergeant	1				1
Certification/Accreditation Manager - Sergeant	1				1
Records Clerks			3		3
Corrections Division - Jail Administrator – Sergeant	1				1
Corrections Division – Supervisor		1			1
Corrections Division – Corrections Officer		9			9
Corrections Division – Cook				1	1
Evidence Technician	1				1
Court Officer	2				2
Code Enforcement – Officer	2				2
TOTAL	52	10	4	1	67

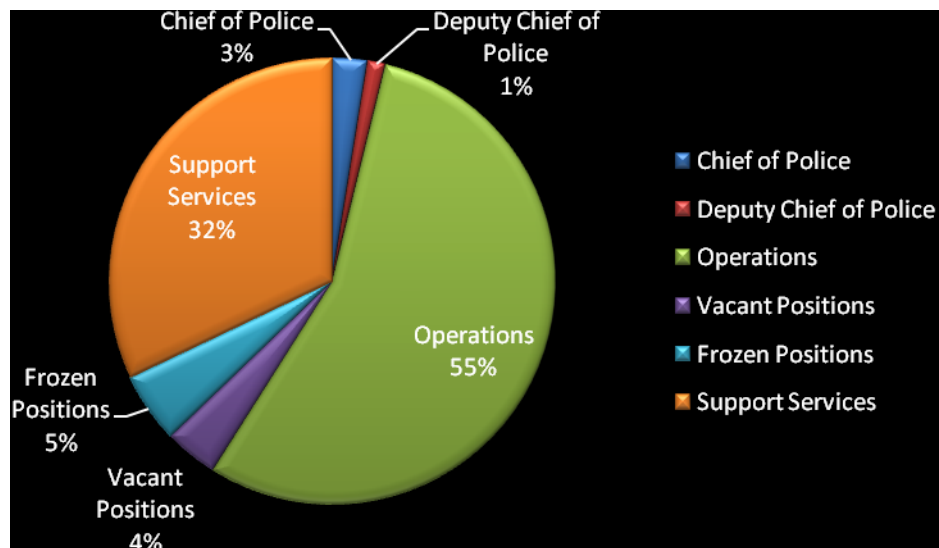
NOTE: Currently there are 2 positions that are frozen.

Kennesaw Police Department Personnel Allocation

Authorized Strength



Actual Strength



Kennesaw Police Department Demographics

The demographic composition of the service area and agency are represented in the following table:

	Service Population		Current Personnel	
Race	Number	Percentage	Number	Percentage
Caucasian	18403	59.4%	54	80.6%
African-American	6385	20.6%	9	13.4%
Hispanic	3367	10.9%	3	4.5%
Other	2841	9.2%	1	1.5%
Total	30996	100%	67	100%

Chief Westenberger and the Department continue to strive to maintain a workforce that reflects the community it serves as well as seeking the most qualified candidates.

Agency-Wide Breakdown of Sworn, Corrections and Civilian Positions

	MALES				FEMALES				
	Caucasian	African-American	Hispanic	Other	Caucasian	African-American	Hispanic	Other	
<u>Sworn Personnel</u>									
Entry Level/Technician	24	6	1		4	1		1	
Supervisory (Sgt)	8								
Command (Lt/Capt)	3				2				
Executives (Maj.-above)	1				1				
Subtotal	36	6	1	0	7	1	0	1	52
<u>Corrections Personnel</u>									
Support Personnel					1				
Entry Level/Custodial	4		1		2	1	1		
Supervisory		1							
Administrator									
Subtotal	4	1	1	0	3	1	1	0	11
<u>Non-sworn Personnel</u>									
Clerical/Custodial					3				
Supervisory/Technical									
Managerial/Professional									
Executive					1				
Subtotal	0	0	0	0	4	0	0	0	4
TOTAL	40	6	2	1	15	3	0	1	67

2012 Accomplishments

Re-Accreditation by CALEA

In November, the Kennesaw Police Department was awarded re-accreditation from the Commission on Accreditation for Law Enforcement Agencies, Inc., (CALEA). **Chief William Westenberger** was among the police officials who received the coveted designation at the CALEA fall conference on November 17 in Jacksonville, Florida. Along with Chief Westenberger, the hearing was attended by **Mayor Mark Mathews, Councilman Tim Killingsworth, City Manager Steve Kennedy, Deputy Chief Barbara Tolbert, and Accreditation Manager Sergeant Brice Barth**. “The commitment and dedication of the Kennesaw Police Department is exemplary,” said Mayor Mathews. “I was proud of the teamwork it took to achieve this accomplishment.” To continue to remain accredited, the department must maintain compliance with the applicable standards and undergo a new CALEA assessment every three years.

Chief **Bill Westenberger** awarded the KPD Challenge Coin to Sergeant **Marty Cunningham** and Officer **Jim Scollan** for a job well done on a burglary case back in April.

Officers **David Arnett, Jim Scollan, and Matt Wilson** received letters of recognition for actions taken during a domestic violence case that involved a stabbing.

Officer **Daniel Wood** received recognition for attaining his PO1 rank.

Officer **Walker McGregor** participated in the Georgia Police and Fire Games motorcycle competition on June 21 in Dalton. He was the only competitor from the Kennesaw Police Department in a field of 23 motorcycle officers from around the state. He didn’t place, but was in the top 15.

Officer **Joshua Hale** was commended by a resident for going “above and beyond” to clear the name of a citizen’s son and to get a ticket corrected. She stated that Officer Hale demonstrated that he cared about his job and those he was sworn to protect and serve.

Officer Wallace Morton and K-9 Bady who were commended by Alice McCleary of the McCleary Martial Arts Center for an amazing and informative demonstration in May.

Officer **Loreal Heintz** received an appreciation letter from Peachtree City Chief of Police Skip Clark for her assistance with their annual evidence audit. He commended Loreal for being knowledgeable and thorough.

Mayor Mathews presented a proclamation at the Council meeting on October 1 declaring the week of October 1-7 as **Public Safety Appreciation Week**. In the proclamation, the Mayor recognized the important role public safety plays in the lives of our citizens. These people, including some of our co-workers, put their lives on the line for the safety and security of our community and continually show their commitment to maintaining the highest level of training and performance, as demonstrated by earning CALEA accreditation.

Third Annual Awards Ceremony

The Kennesaw Police Department Annual Awards Banquet is held yearly to commemorate the accomplishments of its' Officers. This year the banquet was held Friday, October 12th, being the third held since its' inception in 2010.

The following officers were honored:

Daniel Wood – Officer of the Year

Ronald McCollough – Corrections Officer of the Year

Bob MacGillivray – Communications Officer of the Year

Crime Focus for 2012

Our Crime focus for 2012 continued to be

Entering Autos

DUIs

Underage Drinking

Military Veterans

The following Kennesaw Police Department members have served or still serve in our Armed Forces:

James Amica, Air Force

Brice Barth, Army

Kim Brophy, Army

Seth Coyer, Air Force

Marty Cunningham, Air Force

Terry Edwards, Army

Adam Hainline, Marines

Walker MacGregor, Army

Kevin Mitchell, Navy

Wallace Morton, Army

Craig Patrick, Army

Joy Policarpio, Marines

Richard Rivera, Marines

Ricky Shumpert, Army

Fred Sims, Marines

Ron Thomas, Marines

Mark Webster, Navy

Daniel Wood, Air Force

Tammy Yost, Army

Continuing Education

The following individuals are currently working towards continuing their education:

Captain Doug Burel – Columbus State University
Captain Kimberlee Brophy – Columbia Southern University
Lieutenant Kevin Mitchell – Columbus State University
Officer Josh Irwin – Columbia Southern University
Officer Phillip Stroud - Troy State University
Officer Fredrick Sims - University of Phoenix
Melanie Gable – Columbia Southern University
Lisa DiGiovanni – Columbia Southern University
Officer J. Chris Crane – Columbia Southern University
Officer Jodi Green – American Intercontinental
Officer Adam Hainline – Western Illinois University
Officer Michael Maynard – American Military University
Officer Joseph Morgan – Columbia Southern University
Officer Joy Policarpio - Columbia Southern University
Officer Richard Rivera - Columbia Southern University
Officer James Scollan – Columbia Southern University
Officer Drew Steinmetz – Columbia Southern University

T.R.A.C.K. Program

The Kennesaw Police Department T.R.A.C.K. program is a crime prevention and reduction strategy developed by the members of the Kennesaw Police Department under the guidance of the Chief of Police. This program is based on the innovative CompStat Model developed by the New York City Police Department. The goal of the program is to assist the police department in taking proactive measures to keep the Kennesaw crime rate low in spite of the rapid growth in population.

The acronym T.R.A.C.K. represents the core values of the program:

Teamwork
Results
Accountability
Communication
Kennesaw

The program emphasizes that our entire department focus on our core mission of crime prevention and reduction.

We accomplish our goal by working together not only internally, but also with other stakeholders. Crime prevention and reduction is very much a working partnership involving the police department, other public/private agencies and the community.

Our focus is not just on activity, but results. We assess the outcome of our efforts by closely monitoring crime rates, crime analysis and community feedback. Regular meetings are held both internally and with the community to discuss crime trends, formulate strategies and to obtain input on our overall performance. Good communication with all of our crime prevention partners is essential.

Each and every member of the Kennesaw Police Department is held accountable for our overall performance. We strongly believe in the philosophy "Every Officer is a Patrolman", which means that regardless of what position an officer may have in the department he or she still has a responsibility to take part in crime reduction activities such as street patrol on a regular basis.

The results of the T.R.A.C.K. Program have been encouraging. In the three years since the program was implemented the City of Kennesaw has experienced an approximate 10% decrease in Part 1 Crime (adjusted for population).

Crime Statistics

The Kennesaw Police Department participates in Uniform Crime Reporting (UCR). All crime reports generated by the agency are classified by UCR Code and submitted electronically to the Georgia Bureau of Investigation (GBI) who in turn reports crime statistics to the Federal Bureau of Investigation. The Georgia Bureau of Investigation is the repository for all crime reports generated by this agency.

Part 1 crimes consist of: Murder, Non-Negligent Manslaughter, Rape, Robbery, Aggravated Assault, Burglary, Larceny, Auto Theft and Arson.

Offense	2010	2011	2012
Murder	0	0	0
Rape	2	0	1
Aggravated Assault	13	12	20
Robbery	5	6	9
Burglary	110	120	107
Larceny/Theft	393	426	373
Auto Theft	24	25	25
DUI	109	97	67
Narcotics Violations	141	176	118
Arrests	797	1121	1270
Total Complaints	15133	15900	16013

Yearly Crime Stats

2004:	577 Part 1 Crimes Reported	2,192 Part 1 Crimes per 100,000 population.
2005:	579 Part 1 Crimes Reported	2,027 Part 1 Crimes per 100,000 population.
2006:	558 Part 1 Crimes Reported	1,786 Part 1 Crimes per 100,000 population.
2007:	578 Part 1 Crimes Reported	1,792 Part 1 Crimes per 100,000 population.
2008:	587 Part 1 Crimes Reported	1,764 Part 1 Crimes per 100,000 population.
2009:	636 Part 1 Crimes Reported	1,933 Part 1 Crimes per 100,000 population.
2010:	549 Part 1 Crimes Reported	1,873 Part 1 Crimes per 100,000 population.
2011:	593 Part 1 Crimes Reported	1,913 Part 1 Crimes per 100,000 population.
2012:	518 Part 1 Crimes Reported**	1,671 Part 1 Crimes per 100,000 population.

** Official stats not yet released by FBI

2011 National Average of Part 1 Crimes per 100,000 population: **3,295**

Note: To control for population differences and make comparisons between jurisdictions more accurate and meaningful, index crimes are reported at the rate per 100,000 persons.

Calls for Service

The Kennesaw Police Department consistently averages approximately 14,500 calls for service each year. Over the course of the past several years, our agencies calls for service have remained the same. The police department continues to work diligently to answer every call for service as quickly and professionally as possible.

Traffic Warning and Citations

Race/Sex		2010	2011	2012
Caucasian/Male		6008	6113	4899
Caucasian/Female		4088	3806	3369
African-American/Male		1886	1904	1487
African-American/Female		1581	1459	1264
Hispanic/Male		126	93	63
Hispanic/Female		49	19	29
Asian/Male		78	80	47
Asian/Female		42	46	32
Other		1115	1343	5
TOTAL		14973	14863	11746

A review of the statistical data on traffic stops shows remarkable consistency regarding the race of persons cited for traffic violations. The agency consistently cites approximately 68-70% Caucasian, 24-26% African-American, 4-5% Hispanic, 1-1.5% Asian and 3-4% Others. The agency does not track the sex-race of persons warned.

Operations

Uniform Patrol Division

The Kennesaw Police Department is an agency that considers its officers generalists. Each officer is expected to respond to each call for service, investigate, and make arrests dependent upon the situation. Any calls for service, which require specialized training or resources, are handled by the agency in a first responder capacity until an outside specialized agency can provide a response.

The patrol division encompasses uniformed officers who are generally assigned to one of four patrol squads, working either a day or evening twelve-hour shift. Smaller groups of officers are trained in specialized areas such as Canine or Traffic Enforcement and work in conjunction with the other uniformed officers to augment the patrol operations. Patrol officers respond to a wide range of calls for service and conduct preliminary investigations, while enforcing criminal and traffic laws as well as local ordinances. The officers are also engaged in a variety of problem-solving initiatives, crime prevention, and educational activities.

Two Lieutenants are assigned as watch commanders for either day or evening shift providing direct support to their respective subordinates. The Lieutenant coordinates the work of the respective Sergeants, targets crime prevention efforts as determined appropriate through Departmental crime analysis efforts, and handles a wide array of supplemental administrative duties. These two managers have proven vital to ensuring patrol officers and their immediate supervisors have the time and resources necessary to effectively serve the community.

Traffic Specialists

Traffic Specialists are tasked with conducting activities that help ensure the safe and efficient flow of both pedestrian and vehicular traffic throughout the city. To help meet this goal, the unit employs a comprehensive approach to gain compliance of traffic laws which include Education and Enforcement.

Traffic Specialists work to educate the public regarding various issues relating to traffic concerns. Team members regularly speak to citizens and students at community functions and local schools to include seatbelt use, proper child restraint use and speeding. Of note, to further address occupancy protection needs throughout the community the Department has on staff a certified child passenger safety seat technician who is available to both train and assist with the installation of child safety seats in accordance with both state law and with specific manufacturer recommendations.

Enforcement is considered an educational tool as well; frequently this effort most effectively encourages motorists to comply with traffic laws. Members participated in several traffic safety checkpoints that were conducted periodically throughout the year.

Traffic Specialists are responsible for investigating motor vehicle collisions that result in death or serious bodily injury, as well as investigating hit and run incidents. During 2012, the Kennesaw Police Department responded to 1,205 collisions. 282 involved injuries and one involved a fatality.

80 of these were hit and run accidents of which 16 had a report of injury. There were 2 accidents that involved a vehicle striking a pedestrian.

The Department's Motorcycle unit supports the operation of the Kennesaw Police Department, which allows for an orderly and expeditious flow of traffic in and around City of Kennesaw and its facilities and promotes versatile maneuverability through traffic congestion when responding to emergencies. They also comprise the bulk of our Traffic Specialists who handle hit and run, serious injury, crash and collision incidents; enforces traffic laws, presents public safety education programs; and provides directed patrol to suppress identified problems

Our current Motorcycle Officers are Richard Rivera, Walker MacGregor, Darnell Jones, and Josh Hale. Each officer has received specialized training in the operation and care of police motorcycles.

Canine

The Kennesaw Police Department currently has one Canine team which is comprised of a dog and its handler. The Canine team is assigned to where they are tasked with patrolling high crime areas, answering calls for service, assisting uniformed officers in the apprehension of fleeing offenders, tracking missing persons, article, vehicle and building searches. The Canine team is often called upon to assist outside agencies.

Criminal Investigations Division

The Criminal Investigations Division (CID) conducts follow-up investigations in felony and misdemeanor crimes. Each member of the division is trained to process crime scenes, conduct surveillance, and prepare investigative case files for prosecution of criminal offenders. The Department has a detective who is responsible for investigating physical and sexual abuse incidents, as well as neglect complaints involving children. We coordinate with SafePath Children's Advocacy Center to provide a comforting environment to interview child victims.

The detectives periodically attend patrol division roll call sessions to provide additional information, or to address specific concerns that they discovered during their review of incident reports.

CID Detectives apply a wide range of covert and overt techniques to identify and gather evidence to support arrests and prosecutions. Some of the techniques for conducting such investigations include the following:

- ◇ Use of confidential informants
- ◇ Use of surveillance operations
- ◇ Covert video and audio recordings
- ◇ Buy-bust operations
- ◇ Use of undercover police officers
- ◇ Executions of search warrants

We also have detectives assigned to undercover task forces whose focus is on dismantling criminal enterprises as well as providing homeland security.

Community Oriented Policing Unit (C.O.P.S.)

To help increase communication between the Department and the citizens we serve, the Police Department also coordinates the Neighborhood Watch Program. The collaborative relationships with citizen groups are extremely important to successful crime reduction and prevention, because these citizens promptly and clearly supply information on these topics that may otherwise remain unknown to the Department.

Beyond department wide efforts to strategically utilize crime analysis and intelligence sharing, the Department also applies a team approach to actively focus on crime prevention and education. Numerous members of the Department engaged in crime prevention activities throughout 2012 at various local businesses, schools, churches, and civic groups. Officers spoke on topics ranging from personal safety, defensive driving, drug awareness, identity theft, elder abuse, Departmental operations, and the benefits of becoming involved in neighborhood watch groups. Although adults were targeted during the business events, the Department also focused resources to address child issues and character development. For instance, officers spoke at various schools, day care centers, and safety fairs regarding personal safety, bike safety, child passenger safety, traffic safety, and holiday safety.

In addition to these presentations, the Department has continually sought other avenues to interact with citizens. For example, several Department members took part in conducting tours of the Police Department, checking and installing child safety seats, attending Neighborhood Watch/Home Owner Association meetings and block parties, and attending scheduled meetings with community groups.

Personnel also conducted pro-active enforcement details for the illegal sale of alcoholic beverages to underage persons. These personnel conducted covert inspections of commercial establishments with licenses to distribute alcohol beverages. These inspections occur at least quarterly and involve sending a confidential informant under the age of 21 into these businesses to purchase alcohol. During these operations, the investigators utilize youthful appearing informants. This effort is made to ensure alcohol dispensers have fair opportunity to enforce the applicable statutes and ordinances.

The Department also coordinates an Explorer program. The Explorer program provides young adults with an excellent opportunity to learn more about the law enforcement profession and participate in regional and national competitions. It also allows them the opportunity to earn college scholarships.

Members of the Kennesaw Police Explorer program will receive training in many areas such as:

- General Police Procedures
- Traffic Control
- Communications
- Accident Investigation
- First Aid
- Criminal and Traffic Law
- Crime Prevention
- Firearms
- Crime Scene Processing

Internal Affairs

The Internal Affairs Unit receives its authority directly from the Chief of Police to investigate allegations of police misconduct with the overall objective of protecting the public, the Department, and the officers. They strive to protect the Department and its personnel from unwarranted criticism pursuant to the discharge of their official duties.

All complaints, minor or major, are documented and investigated. Minor complaints, such as an officer being rude to a citizen, are normally referred to the appropriate supervisor for disposition, and then forwarded to the Chief's office. However, Internal Affairs does investigate some minor complaints, depending upon the nature of the allegation. All complaints of a serious nature are investigated fully by Internal Affairs and a timely report is submitted to the Chief of Police. The Office of Professional Standards conducted 3 internal investigations in 2012. There were 14 complaints were submitted by citizens.

Complaints are closed in one of four different ways:

Sustained – The complaint was found to be true.

Not Sustained – The complaint was not found to be true.

Unfounded – There was not enough information to prove or disprove the complaint.

Exonerated – The officer did commit the act that he was accused of; however, his actions were justified by the situation.

Other cases are listed as *No Action Taken*. This means that the case has not been closed due to the fact that the complainant has not followed through with the complaint.

Total number of Complaints for 2010 = 16

Sustained – 2

Not Sustained – 4

Unfounded – 7

Exonerated – 2

No Action Taken – 2

Total number of Complaints for 2011 = 10

Sustained – 0

Not Sustained – 6

Unfounded – 4

Exonerated – 0

No Action Taken – 2

Total number of Complaints for 2012 = 14

Sustained – 3

Not Sustained – 4

Unfounded – 4

Exonerated – 3

Internal Affairs also tracks all Use of Force incidents whenever any force is used during an incident. Use of Force incidents are listed below.

Category		2010	2011	2012
Firearm		3	2	1
Baton		1	0	0
Oleoresin Capsicum (OC)		2	0	0
Weaponless		13	4	3
Complaints		0	0	0
Taser		*	2	3
Total Types of Force		19	8	7
Total Use of Force Arrests		7	4	7
Total Agency Custodial Arrests		997	1121	1270

Internal Affairs also tracks police vehicle pursuits. Police vehicle pursuit data is listed below.

Pursuits		2010	2011	2012
Total Pursuits		5	2	1
Terminated by Agency		0	2	0
Policy Compliant		5	2	1
Policy Non-compliant		0	0	0
Accidents		1	0	0
Injuries: Officer		0	0	0
Injuries: Suspects		2	0	0
Injuries: Third Party		1	0	0
Traffic Offense		3	2	1
Felony		1	0	0
Misdemeanor		4	2	1

There were no grievances filed by any employee during the 2012 calendar year. This is attributable mainly to the direct supervisor with the support of the administration of the police department and its command staff. Employees know that, in most circumstances, they can go to their supervisors and work out their differences and problems without having to resort to filing formal grievances.

Support Services

Training

Law enforcement is a very dynamic profession and is constantly changing due to new laws and numerous interpretations by courts in Georgia and around the country. Police officers must always be vigilant in staying abreast of these changes and interpretations. The rights and privileges of every citizen must be protected under the United States Constitution. We recognize those rights and privileges and take protecting them very seriously. Therefore, officers must continually train to ensure that they do things the right way. 2012 was another successful year for our personnel as they received over 7,445 hours of training.

Georgia Peace Officer's Standards and Training (P.O.S.T.) Council requires that every certified law enforcement officer receive a minimum of 20 hours of training annually to maintain their arrest powers. Kennesaw Police Officers received, on average, 122 hours of training each in 2012. This is indicative of the fact that we place a great deal of importance on training. This also shows that our officers are more professional than ever before and continue to improve their skills, knowledge and abilities to meet the demands they face on a daily basis.

The Training Unit schedules and conducts initial and on-going training for all Police Department personnel. In-house training conducted by the department includes firearms, use of force, less lethal options, policies and procedures, and legal updates. The Training Unit relies heavily upon the Department's instructors to ensure personnel (sworn and civilian) receive required annual training.

In September, the Departmental Training Officer was assigned to the North Central Georgia Law Enforcement Academy as a course coordinator. While assigned at an off-site location, the Department Training Officer is still responsible for ensuring training is provided on-site as needed as well as continuing to arrange training throughout the state for Departmental employees.

Field Training Officer Program

The Department's Field Training Officer Program consists of a training process, providing recruit officers with on-the-job instruction from experienced and qualified officers. Currently 12 officers are available to serve in this training capacity while receiving oversight and instruction from the program's coordinator. Under the direction of a Field Training Officer, the recruit officer is required to learn and successfully perform all aspects of police officer duties and assignments. Serving as the final phase in the initial selection and training process, the program is designed to identify and correct weak operational areas while enhancing strengths to prepare and affirm the recruits' ability to professionally perform as an independent member of the Patrol Division. This on-the job in-house training program follows recruits' graduation from the State of Georgia Peace Officers' Standards and Training (P.O.S.T.) Council mandated Police Academy, which is comprised of 408 hours of preliminary training. The Field Training Officer program may be slightly modified for officers who are hired with previous law enforcement experience.

Departmental Training Hours (as reported to Georgia P.O.S.T. Council)

<u>Sworn and Non-sworn Police Personnel</u>	<u>2012 Training Hours</u>
James M Amica, Jr	123
David R Arnett	37
Brice A Barth	103
Daniel Bledsoe	468
Kimberlee J Brophy	69
Douglas F Burel	269
Samone N Burnes	66
Harold E Christian, Jr.	32
Tracy L Collins	100
Luther M Cunningham	29
Joshua Dancz	420
Ryan R Deans	39
Terry L Edwards (Unsworn)	11
Lauren A Ferree	232
William C Graydon	94
Jodi M Green	129
George L Grumbein, Jr.	38
Adam J Hainline	109
Joshua A Hale	103
Loreal H Heintz	89
Robert D Helton	107
Michael R Horton	136
Joshua T Irwin	197
Joe L Johnson (Unsworn)	23
Chuan D Jones	210
Jeffrey R Knox	62
Scott A Lewis	145
Scottie O Luther	40
Walker G Macgregor	178
Michael K Maynard	143
Ronald M Mccullough (Unsworn)	14
Gianfranco Medina	38
Kevin L Mitchell	239
Morgan J Moreau	159
Joseph W Morgan	138
Wallace D Morton, Jr.	352
Tricia Murray (Unsworn)	127
Manuel Negrete (Unsworn)	13
Morris L Nix	41
Craig C Patrick	20
Ligaya Policarpio	183
Richard Rivera	255
James L Scollan	45
Timothy A Sharp (Unsworn)	12
Ricky C Shumpert	111
Darren Siler	433
Frederick R Sims	46
William T Smith (Unsworn)	12

Drew R Steinmetz	189
Philip R Stroud	106
Alan D Terrell	43
Ronald E Thomas	49
Keith A Todman	81
Barbara J Tolbert	121
Tracy E Washburn	47
Ashley Waters	43
Mark J Webster	209
William Westenberger	65
Matthew C Wilson	42
Daniel R Wood	210
Andrew Woodard	20

Total Training Hours for Police Department Personnel = 7445
(an average of 122 hours per officer)

Accreditation and Certification

The Chief of Police is responsible for providing leadership to the various divisions within the Department through the development and implementation of policy. The Office of Accreditation and State Certification is responsible for drafting new written directives as well as updating, researching and recommending changes to existing policy. This office is also responsible for managing both the CALEA and State Certification program as well as monitoring departmental policy compliance and ensuring that the Department is maintaining compliance with all applicable standards required.

Corrections

The Kennesaw Detention center is a modern facility that houses men and women that are awaiting arraignment and/or trial as well as those serving a sentence. The facility has the capability to house a maximum of 54 inmates. The detention center is run by one jail administrator, two supervisors, eight certified jailers and two kitchen staff personnel.

The Community Service Program is administered through the City Court and monitored by the Jail Administrator. The intent of the program is to provide general services in the form of labor and/or skill to the City of Kennesaw.

The Community Service Program is designed to manage community work programs for persons convicted of crimes in the City of Kennesaw and are ordered by the Courts to complete community work as part of their sentence.

During 2012, community service workers completed a roadside clean up which included Cobb Parkway and cleaned 6 condemned or abandoned properties. They also assisted Parks and Recreation workers with their duties by picking up trash and cutting the grass in all of the city parks.

Property and Evidence

The Evidence Technician is responsible for maintaining all property, whether it is evidence in criminal cases, or lost/abandoned items that have been taken into police custody. In addition to maintaining these items in an organized format for safekeeping and easy retrieval, the custodian also conducts transfers of evidence to the State Crime Laboratory for analysis. Additionally, this officer works to cycle out all property and evidence previously submitted, but of no further evidentiary value. As a part of the process, the custodian routinely communicates with court representatives and police officers to evaluate the continued necessity of maintaining collected evidence.

This Evidence Technician is also a State Certified Crime Scene ID Technician and has the responsibility of processing Crime Scenes within the City of Kennesaw.

Court Officers

Personnel assigned as Court Officers are responsible for Municipal Court Security, executive protection of the Municipal Court Judge as well as serving arrest warrants issued through the Municipal Court.

Court Officer Incidents are listed below

Court Officer Incidents	2012
Total	1227
Failure to Appear (FTA) Citations	736
FTA Warrants Cleared	273
VOP Warrants Cleared	204
False Alarm Citations	14

Records Section

The Records Section stores all case files, all hardcopy official documents generated by officers, permit applications and other various forms, and houses the terminals containing criminal history record information. It is also responsible for establishing guidelines for the preparation, retention, dissemination, accountability, auditing, and processing of official forms, reports, and documents initiated and maintained by the Kennesaw Police Department. This includes issuance of official documents such as citation books and alcoholic beverage cards, pursuant to the Ordinances of the City of Kennesaw. The Records Section is the official recipient for any requests made of the Police Department under the Georgia Open Records Act. The Accreditation Manager is the official Records Custodian for the Kennesaw Police Department. The Records Section personnel also re-direct inquiries and complaints from the general public and all outside agencies to the proper sources. This area is required to be staffed during business hours. The Records Section consists of three full-time civilian employees.

Code Enforcement

The Code Enforcement Division is dedicated to enhancing the quality of life for the citizens of Kennesaw by providing effective enforcement of City adopted ordinances, housing codes, and zoning codes. They are responsible for identifying, investigating, and notifying citizens when they are in violation of City Ordinances relating to environmental issues.

Code Enforcement strives to achieve compliance with these codes by:

- Encouraging voluntary compliance with city codes and Ordinances
- Education of the citizens through neighborhood meetings, personal contact, and media outlets
- Patrolling the City on a frequent and regular basis for violations
- Responsive action to citizen complaints
- Coordination of services with other departments at the City, County, and State level
- Issuing Court summons for violation when necessary

The City encourages citizens to participate in keeping Kennesaw a clean, safe place to live and raise families by obeying codes and reporting possible violations, particularly in these areas:

- Junk/abandoned vehicles
- Overgrown yards or lots (to include grass and weeds)
- Excessive litter/trash
- Illegal dumping
- Graffiti
- Illegal signs
- Dilapidated housing
- Immediate Safety Concerns (abandoned refrigerators, unsecured pools, aggressive/vicious animals, etc.)
- General health standards

Code Enforcement Incidents are listed below

Code Enforcement Incidents		2010	2011	2012
Total		999	1656	2380
Gone on Arrival		0	1	0
Unfounded		0	6	0
No Action taken		4	10	22
Miscellaneous Incidents		8	11	7
Incident Reports		14	15	4
Citations		23	38	30
Warnings		950	1575	2317

This function is assigned to the Police Department because the issues and ordinance violations addressed commonly meld with the problem-solving initiatives being pursued by police officers. These efforts contribute to the improvement and maintenance of citizens' quality of life. Code Enforcement officers work

to ensure cleaner neighborhoods, with the primary goal being to correct the violation and to gain ongoing compliance from citizens in the orderly maintenance of their property.

Summary

2012 offered a variety of different challenges for the community. Our response to these concerns has been to maintain and improve our use of contemporary police practices, ranging from comprehensive crime analyses and proactive enforcement strategies to building and maintaining collaborative relationships with citizens and businesses. The Kennesaw Police Department, in compliance with CALEA and State Certification standards, continues to strive towards our goals, not only in protecting lives and property, but also in satisfying customers and citizens by providing responsive and effective services which enhance the quality of life within the City. The members of the police department remain committed to these standards in serving and adding value to the community and look forward to the shared challenges of 2013.